

TOWN OF FOXBOROUGH

ADVISORY COMMITTEE

MINUTES

DATE: 18 JUNE 2014

Location: McGinty Room, Public Safety Building

Committee Members Present: Paul DeFazio, Tracey Vasile, Lawrence Thomas, Heidi Krockta, Larry Stern, Susan Dring, Thom Freeman, Jr., Cal Calnan, Patrick Mosesso, John Chlebek

Members Absent: Jeffrey Anderson, Kevin Powers

Others Present: Lorraine Brue, Randy Scollins, Ginny Coppola

Notes taken by: Thom Freeman, Jr.

The meeting was brought to order at 7:07PM by Paul DeFazio, Chairman.

Director of Finance: Randy Scollins, provided ADCOM a copy of the Reserve Fund Transfer Request of monies for 2014, dated June 19th 2014. Randy Scollins explained in depth, the rules governing the transfer of funds at the end of the fiscal year (2014).

The 1st expense request was for the Council on Aging, in the amount of \$3,500.00

The appropriation covers the unexpected replacement of a furnace at the Senior Center Building.

Larry Thomas proposed a motion to authorize this transfer expense.

Tracey Vasile seconded the motion.

ADCOM voted in the Affirmative

9 Yea / 0 Nay / 0 Abstained

The 2nd expense request was for the collective/total Transfer detail of the department outflow/inflow of monies in the aggregate amount of \$65, 150.00, as described below:

<u>Transfer to:</u>	<u>Transfer from:</u>	<u>Amount</u>	<u>Purpose</u>
Fire Salaries	Fire Expense	\$16,000	Overtime
Central Dispatch Salaries	C. Dispatch Exp.	\$3600	Overtime
Central Dispatch Salaries	Police Expense	\$3000	Overtime
Pub. Safety Bldg. Salaries	Pub. Safety Bldg. Exp.	\$1000	Salary Shortfall
Animal Control Salaries	Animal Control Exp.	\$300	Salary Shortfall
Street Lighting Expense	Debt Service Expense	\$1,500	Electricity Exp. Shortfall
Veterans Expenses	Veterans Salaries	\$6,000	Expense Shortfall
Veterans Expenses	Health Ins. Expense	\$29,000	Expense Shortfall

Randy Scollins explained the details of the transfers. To wit:

The Fire Chief has been very cognizant of expenses and efficiencies have been implemented.

Animal Control had a 'Longevity Bonus' applied.

Veterans Affairs had typical cost overruns.

Thom Freeman asked if there will be future considerations for increasing the Veterans' budget, with regards to soldiers returning from Afghanistan.

John Chlebek asked about the availability of the chart/process presented to the committee.

Randy Scollins said that he is constantly evaluating and alerting departments of 'run rates' at the midpoint of the fiscal year. The issuance of debt would not be required.

Heidi Krockta asked if the amount allocated for the Dispatch department was high.

Randy Scollins said the Dispatch costs were actually in line due to covering unexpected overtime in the 24/7 environment.

Randy was further asked if the fact that Bill Keegan signed for so many departments was OK; to which he answered: "Yes."

Thom Freeman, Jr. proposed a motion to authorize this transfer expense in its totality of \$65,150.00

Cal Calnan seconded the motion.

ADCOM voted in the Affirmative 9 Yea / 0 Nay / 0 Abstained

Minutes from the Advisory Committee meeting on June 11, 2014 was reviewed. The minutes will be corrected and called to a vote for acceptance by Heidi Krockta.

Cal Calnan seconded the motion.

ADCOM voted in the Affirmative 8 Yea / 0 Nay / 1 Abstained

Tracey Vasile took the floor to make a presentation to Paul DeFazio for his service as the Chairman of the ADCOM this past year. A gift of a framed photoboard, signed by all the members was unwrapped. Paul made a gracious acceptance speech and thanked the Committee for its generosity of time and service, to the town and to himself.

As his final act as a member of ADCOM, Paul DeFazio made the motion to adjourn for the summer.

Larry Thomas seconded the motion.

ADCOM voted in the Affirmative 9 Yea / 0 Nay / 0 Abstained

Approved on September 24, 2014 with a vote of 7/0/2.

Signature of Chairperson

Signature of Secretary